

Date/Time Stamp:

**Employee Post-Travel Disclosure of Travel Expenses**

**Post-Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building.**

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Woodrow Wilson International Center for Scholars

Travel date(s): 17 Feb 2020 - 22 Feb 2020

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, **ONLY** INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

**Expenses for Employee:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input checked="" type="checkbox"/> Actual Amount	See attached sheet.	Total per participant: \$752 Mexico City: \$136 per person El Paso: \$97 per night	Total per participant: \$315.20 Mexico City: \$189 Juarez: \$7 El Paso: \$119.20	See attached sheet

**Expenses for Accompanying Spouse or Dependent Child (if applicable):**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	N/A	N/A	N/A	N/A

Provide a description of all meetings and events attended. *See Senate Rule 35.2(c)(6).* (Attach additional pages if necessary.): See attached itinerary.

05/01/20  
(Date)

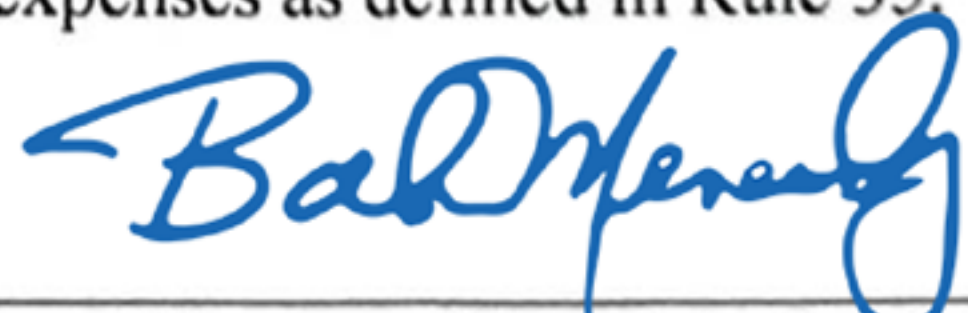
Juan Pachón  
(Printed name of traveler)

  
(Signature of traveler)

**TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:**

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

05/01/20  
(Date)

  
(Signature of Supervising Senator/Officer)



**Expenses for Employee:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount and Description)
Actual Amount	<p>\$736.29 per person for round- trip flights</p> <p>\$426 for buses to and from site visits in Mexico City and El Paso</p> <p><b>NOTE:</b></p> <p>This is \$61 more than the good faith estimates we wrote on the pre-ethics forms. We requested a 22-passenger van in Mexico City, but were given a 16-passenger van instead. We had to order a small accompanying van in order to fit all of the participants because the company could not provide a 22-passenger van, and would not negotiate on the price while we were in country. This cost \$61 more per person.</p>	<p><b>Total per participant: \$752</b></p> <p><b>Mexico City: \$186</b> per person</p> <p><b>El Paso: \$97</b> per night</p>	<p><b>Total per participant: \$315.2</b></p> <p><b>Mexico City: \$189</b></p> <p><b>Juarez: \$7</b></p> <p><b>El Paso: \$119.20</b></p>	<p><b>Tickets and Tour to Mexican National History Museum:</b></p> <p>\$12.50 per person</p> <p><b>Room rental fee at National University of Mexico:</b></p> <p>\$19.50 per person</p> <p><b>NOTE:</b></p> <p>At the time pre-ethics were due we were unaware that there was a room rental fee associated with the meeting space.</p>





One Woodrow Wilson Plaza,  
1300 Pennsylvania Avenue, NW  
Washington, DC 20004-3027  
T 202.691.4000 | [www.wilsoncenter.org](http://www.wilsoncenter.org)

Dear Juan,

The Wilson Center would like to invite alumni of the Foreign Policy Fellowship Program and current congressional staff to submit their interest in attending a Congressional Staff Delegation trip to Mexico City, Ciudad Juarez and El Paso, Texas during what we hope will be the President's Day recess (February 17 - February 22). This study trip will focus on border security, immigration and the USMCA.

It will have to be submitted through the Congressional Ethics Committee in January. This trip will be open to alumni of the Wilson Foreign Policy Fellowship Program. We can only offer a spot on the trip to alumni who are currently working on Capitol Hill.

If you are interested in going, please reply to this email with **your name, the office you work for, and a good phone number and email to contact you on**. The deadline for letting us know of your interest is close of business Friday, November 22.

Please let us know if you are interested or if you have any questions!

Sincerely,

A handwritten signature in blue ink, appearing to read 'Aaron Jones', with a long horizontal stroke extending to the right.

Aaron Jones  
Director of Congressional Relations  
Wilson Center







9:30 – 11:15 am

**COUNTRY BRIEFING AT US EMBASSY BY U.S. AMBASSADOR**

Address: Av. Paseo de la Reforma 305, Cuauhtémoc, 06500  
Mexico City, CDMX, Mexico

Phone: +52 55 5080 2000

Presenters: **John Creamer, Deputy Chief of Mission**  
**Embassy Personnel**

**Topics of Discussion:**

- U.S.-Mexico Relations
- Public Security and Counter Narcotics
- Immigration
- Trade and Economic Competitiveness

11:15 – 11:30 am

**TRAVEL FROM US EMBASSY TO MINISTRY OF FOREIGN AFFAIRS**

10-minute drive to MFA, Mexico

11:30 – 12:30 pm

**MINISTRY OF FOREIGN AFFAIRS, MEXICO**

Address: Av. Juárez 20, Colonia Centro, Centro, Cuauhtémoc, 06010  
Mexico City, CDMX, Mexico

Phone: +52 55 3686 5100

Meet with Director General for North America Amb. Mario Chacón

**Topics of Discussion:**

- Mexican Foreign Policy
- Mexico – U.S. Relations
- USMCA and U.S.-Mexico trade

12:30 – 1:10 pm

**TRAVEL FROM MINISTRY OF FOREIGN AFFAIRS TO LUNCH**

40-minute drive from MFA to Rosa Negra

1:10 – 2:45 pm

**LUNCH DEBRIEF ON U.S. - MEXICO RELATIONS**

Address: Rosa Negra  
Av. Pdte Masaryk 298, Polanco IV Secc, Miguel Hidalgo  
Mexico City, CDMX, Mexico

Phone: +52 55 2155 2298

Presenters: **Dr. Duncan Wood**, Director of the Mexico Institute  
**Christopher Wilson**, Deputy Director, Mexico Institute

**Topics of Discussion:**

- Debrief of meetings with U.S. Embassy and Mexican Foreign Ministry
- A non-governmental perspective on U.S.- Mexico relations



**95 MINUTES OF DISCUSSION.**

2:45 – 3:00 pm

**TRAVEL TO THE MEXICAN INSTITUTE FOR COMPETITIVENESS (IMCO)**

10-minute drive from Rosa Negra to IMCO

3:00 - 5:00 pm

**DISCUSSION ON THE MEXICAN ECONOMY WITH THE MEXICAN INSTITUTE FOR COMPETITIVENESS (IMCO)**

Address: Blvd. Miguel de Cervantes Saavedra 169, Piso 14 Oficina 103  
Granada Mexico

Phone: +52 55 5985 1017

About: The Mexican Institute for Competitiveness (IMCO) is a non-profit, non-partisan research center that researches and acts on evidence to solve the most important challenges in Mexico. Their mission is to propose public policies and viable actions and influence their execution to achieve a prosperous and inclusive Mexico. Their vision is to be consultants of the Mexican society to improve, with hard data, the level of debate and the decisions that affect their country.

Presenters: **Luis Mauricio Torres**, Coordinator of Projects, IMCO  
**Alexandra Zapata**, Adjunt General Director, IMCO

**Topics of Discussion:**

- The Mexican economy

5:00 – 5:30 pm

**DEPART THE MEXICAN INSTITUTE FOR COMPETITIVENESS (IMCO), RETURN TO THE HOTEL**

25-minute drive from IMCO to Hilton Mexico City Reforma

5:30 – 7:15 pm

**NO PROGRAMMING**

7:15 – 7:30 pm

**TRAVEL FROM HOTEL TO RESTAURANTE AZUL HISTORICO**

15-minute drive from the Hotel to Restaurante Azul Historico

7:30 – 9:30 pm

**GROUP DINNER AT RESTAURANTE AZUL HISTORICO**

Address: Isabel la Catolica 30, Centro Historico  
Mexico City, Federal District, Mexico

Phone: +52 55 5510 1316

**NO DISCUSSION DURING DINNER.**

9:30 pm

**END PROGRAMMING****OVERNIGHT:****HILTON MEXICO CITY REFORMA**



**WEDNESDAY, FEBRUARY 19**

**MEXICO CITY, MEXICO**

*Focus: Immigration and Security*

*Attire: Business Casual Attire*

7:45 am

**DEPART HILTON MEXICO CITY REFORMA**

Breakfast buffet is included at the hotel.

7:45 – 9:00 am

**TRAVEL FROM HOTEL TO MEXICO'S NATIONAL UNIVERSITY**

50-minute drive from the hotel to Mexico's National University

9:00 – 10:30 am

**DISCUSSION ON MIGRATION AND SECURITY AT MEXICO'S NATIONAL UNIVERSITY (UNAM)**

Address: Faculty of Engineering, UNAM  
University City, Coyoacán, 04510 Mexico City, CDMX, Mexico

Presenter: **Sylvia Nuñez**, Director of the Center for North American Research (CISAN), Mexico's National University  
**Sergio Alcocer**, Research Professor, Mexico's National University

**Carlos Heredia**, Researcher of the Economic Research and Teaching Center (CIDE) and Advisor to Los Pinos

**Topics of Discussion:**

- Organized crime, drug trafficking, criminal violence
- Counter narcotics and violence reduction efforts, including Merida Initiative and U.S. – Mexico security cooperation
- Mexican migration to the United States
- Central American transmigration through Mexico
- U.S.-Mexico relations

10:30 – 10:50 am

**BREAK AND MEET AND GREET WITH SPEAKERS**

10:50 – 1:00 pm

**CONTINUE PANEL DISCUSSION ON MIGRATION AND SECURITY**

Address: Faculty of Engineering, UNAM

Presenter: **Sylvia Nuñez**, Director of the Center for North American Research (CISAN), Mexico's National University  
**Sergio Alcocer**, Research Professor, Mexico's National University



**Carlos Heredia**, Researcher of the Economic Research and Teaching Center (CIDE) and Advisor to Los Pinos

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- Organized crime, drug trafficking, criminal violence
- Counter narcotics and violence reduction efforts, including Merida Initiative and U.S. – Mexico security cooperation
- Mexican migration to the United States
- Central American transmigration through Mexico
- U.S.-Mexico relations

1:00 – 1:30 pm

**TRAVEL FROM MEXICO'S NATIONAL UNIVERSITY TO SAN ANGEL INN**

20-minute drive from University to San Angel Inn

1:30 – 2:30pm

**GROUP LUNCH AT SAN ANGEL INN**

Address: Diego Rivera 50, Alvaro Obregon  
Mexico City, Federal District, Mexico

Phone: +52 55 5616 1402

Presenter: **Alejandro Hope**, Independent Security Analyst and a Former Official at CISEN

**Topics of Discussion:**

- Security and justice in Mexico

**60 MINUTES OF DISCUSSION.**

2:30 – 3:00 pm

**TRAVEL FROM SAN ANGEL INN TO CHAPULTEPEC CASTLE**

20-minute drive from lunch to Chapultepec Castle

3:00 – 5:00 pm

**GUIDED GROUP TOUR OF CHAPULTEPEC CASTLE**

Address: Bosque de Chapultepec, Secc. Miguel Hidalgo  
Mexico City, Federal District, Mexico

Phone: +52 55 7601 9811

**Purpose of the tour:**

- The Chapultepec Castle holds Mexican national history and the government's view of its own history. The purpose of this tour is to hear an official version of history from Mexican government, and how this affects current policies today. In this museum, we will see from the Mexican perspective through examining the history of US-Mexican relations, such as the Mexican-American war. By seeing the official Mexican historical view, staffers will



further learn about how this history has affected circular migration and current border issues that are prevalent today.

5:00 – 5:30 pm **TRAVEL FROM CASTILLO DE CHAPULTEPEC TO THE HILTON MEXICO CITY REFORMA**

5:30 – 7:00 pm **NO PROGRAMMING**

7:00 pm **GROUP DINNER AT RESTAURANTE LOS GIRASOLES**

Address: Xicontenatl 1, Centro, Cuauhtemoc  
Mexico City, Federal District, Mexico  
Phone: +52 55 5510 3281

**NO DINNER DISCUSSION.**

9:00 pm **END PROGRAMMING**

**OVERNIGHT: HILTON MEXICO CITY REFORMA**

#### THURSDAY, FEBRUARY 20

#### **PARTICIPANTS TRAVEL TO CIUDAD JUAREZ, MEXICO AND EL PASO, TEXAS**

*Focus: Border Security, Trade and Immigration*

*Attire: Business Casual with comfortable closed-toed shoes*

6:00 am **DEPART HOTEL MEXICO REFORMA FOR MEXICO CITY INTERNATIONAL AIRPORT**  
22-minute drive to airport

8:30 am **FLIGHT DEPARTS MEXICO CITY INTERNATIONAL AIRPORT (MEX)**  
**AMO 113**  
Flight time: 50 mins

10:20 am **FLIGHT ARRIVES CIUDAD JUÁREZ INTERNATIONAL AIRPORT (CJS)**  
Time change from departure airport: -1 hour

Group will meet at the end of the jet bridge before moving to customs and passport control as a group.

11:00 am **ARRIVE U.S. CONSULATE IN CIUDAD JUAREZ**  
All luggage transferred from bus into baggage van

11:00 – 11:50 am **MEETING AND TOUR OF THE U.S. CONSULATE IN CIUDAD JUAREZ**



Address: Av. Paseo de la Victoria 3650, Partido Senecú, 32543  
Cd Juárez, Chih., Mexico  
Phone: +52 656 227 3000

**Topics of Discussion:**

- Immigration

**Tour of Visa Section:**

- Immigrant Visa Section Tour
- Non Immigrant Visa Section Tour
- American Citizen Services

11:50 – 12:20 pm

**SECURITY BRIEFING WITH REGIONAL SECURITY OFFICER**

**Topics of Discussion:**

- Security environment for residents, businesses, travelers
- Security protocol in Ciudad Juarez

12:20 – 1:30 pm

**LUNCH AND DISCUSSION WITH CONSUL GENERAL JOHN TAVENNER AND CONSULATE POL – ECON, SECURITY, CONSULAR, AND LAW ENFORCEMENT SECTIONS**

Address: Av. Paseo de la Victoria 3650, Partido Senecú, 32543  
Cd Juárez, Chih., Mexico  
Phone: +52 656 227 3000

**Topics of Discussion:**

- The U.S.-Mexico Border Region
- Immigration
- Criminal Violence and Drug Trafficking
- Manufacturing and Trade

**60 MINUTES FOR LUNCH DISCUSSION.**

1:30 – 2:15 pm

**BRIEFING WITH ENRIQUE VALENZUELA, HEAD OF CHIHUAHUA STATE POPULATION COUNSEL**

Address: Av. Paseo de la Victoria 3650, Partido Senecú, 32543  
Cd Juárez, Chih., Mexico  
Phone: +52 656 227 3000



**Topics of Discussion:**

- Migration
- Local perspective on asylum seekers

2:15 – 2:45 pm

**TRAVEL FROM LUNCH TO THE APTIV MEXICO TECHNICAL CENTER**

20-minute drive from Consulate to APTIV Mexico Technical Center

2:45 - 4:15 pm

**TOUR AND MEETING AT THE APTIV MEXICO TECHNICAL CENTER**

Address: Av. Hermanos Escobar 5756, Fovissste Chamizal, 32310 Cd Juárez, Chih., Mexico

Phone: +52 656 629 7000

About: APTIV Mexico Technical Center focuses on signal and power distribution, advanced electronics and active safety technologies, including testing and validation. They are also developing next generation infotainment and user experience platforms, as well as electronic control units.

**Topics of Discussion:**

- Software and systems technologies in Mexico
- Current and future mobility challenges

4:15 – 4:45 pm

**TRAVEL FROM APTIV TECHNICAL CENTER TO TO PASO DEL NORTE BRIDGE**

20-minute drive from Aptiv Mexico Technical Center to Paso Del Norte Bridge

4:45 – 6:00 pm

**TOUR AND CROSS THE CIUDAD JUAREZ- EL PASO BORDER WITH U.S. CONSULATE PERSONNEL****Topics of Discussion:**

- Briefing on Customs and Border Protection's (CBP) Latest Inspection Technology
- Tour of CBP Pedestrian Kiosk Area

6:00 – 6:30 pm

**TRAVEL FROM CIUDAD JUAREZ-EL PASO BORDER TO HOTEL INDIGO, EL PASO DOWNTOWN**

30-minute drive to the hotel

6:30 pm

**CHECK-IN TO HOTEL INDIGO, EL PASO DOWNTOWN**

Address: 325 N Kansas St, El Paso, TX 79901

Phone: (915) 532-5200

6:30 – 7:15 pm

**NO PROGRAMMING**



7:15 – 7:30 pm

**TRAVEL FROM HOTEL INDIGO TO DINNER LOCATION**

11-minute drive from the hotel to the restaurant

7:30 – 9:00 pm

**DINNER AND DISCUSSION WITH THE BORDERPLEX ALLIANCE**

Address: Tabla

115 S Durango Street, Suite D

Phone: 915-533-9835

About: The North American Borderplex is home to 2.5 million individuals and one of the world's largest bilingual workforces. The region boasts five major universities, three medical schools, and three military installations. Borderplex Alliance is the seventh largest manufacturing hub in North America and a globally competitive advanced manufacturing center, with over 340 significant manufacturing operations, employing over 275,000 individuals in the region.

Presenter: John Barela, CEO of Borderplex Alliance

**Topics of Discussion:**

- Regional Economic Development

**1.5 HOURS OF DISCUSSION**

9:00 pm

**END PROGRAMMING*****OVERNIGHT:******HOTEL INDIGO, EL PASO DOWNTOWN*****FRIDAY, FEBRUARY 21****EL PASO, TEXAS***Focus: Border Security and Immigration**Attire: Business Casual with comfortable shoes*

8:30 am

**DEPART HOTEL INDIGO EL PASO DOWNTOWN**

Participants should plan to have eaten breakfast on their own prior to departure.

8:30 – 9:00 am

**TRAVEL FROM HOTEL INDIGO TO THE FENCE**

20-minute drive from the hotel to the fence

9:00 – 10:30 am

**TOUR OF THE FENCE IN BORDER PATROL VANS****Purpose of the tour:**

- US-Mexico Border Security
- Immigration
- Conversations regarding fence construction and safety



10:30 – 12:30 pm

**TOUR OF ANUNICATION HOUSE (MIGRANT SHELTER) AND IMMIGRATION DISCUSSION**Presenters: **Ruben Garcia**, Director of Anunicação House**Topics of Discussion:**

- Immigration
- Migrant refugee shelters

12:00 – 12:30 pm

**TRAVEL FROM ANUNICATION HOUSE TO MESA STREET GRILL**

12:30 – 2:15pm

**LUNCH AND DISCUSSION ON PUBLIC SECURITY AND CIVIC PARTICIPATION IN CIUDAD JUAREZ**

Address: Mesa Street Grill  
3800 N Mesa St, Suite D1, El Paso, TX 79902  
Phone: (915) 532-1881

Presenters: **Diana Chavarri**, Director, FICOSEC Juarez (Trust for Human Security and Competitiveness)**Topics of Discussion:**

- Prevention of violence and crime in the Chihuahua community
- Security and justice institutions in Juarez
- Citizen participation in Chihuahua society

**1 HOUR AND 45 MINS FOR LUNCH DISCUSSION.**

2:15– 2:30 pm

**TRAVEL FROM SECURITY BRIEFING TO INTERNATIONAL BOUNDARY AND WATER COMMISSION (IBWC)**

10-minute drive to International Boundary and Water Commission

2:30 – 4:00 pm

**INTERNATIONAL BOUNDARY AND WATER COMMISSION (IBWC)**

Address: 4191 North Mesa St.  
El Paso, TX 79902-1441  
Phone: 1-800-262-8857

About: The U.S. Section of the International Boundary and Water Commission (USIBWC), is headed by Commissioner Jayne Harkins, a federal government agency and the U.S. component of the International Boundary and Water Commission (IBWC), which applies the boundary and water treaties of the United States and Mexico and settles differences that may arise in their application

Presenters: **Sally Spener**, Foreign Affairs Secretary, IBWC



**Topics of Discussion:**

- Trans border water management issues

4:00 – 5:15 pm

**TOUR OF AMERICAN DAM WITH IBWC****Purpose of the tour:**

- Staffers will see first-hand IBWC's solutions to issues such as boundary demarcation, national ownership of waters, sanitation, water quality and flood control.

5:15 – 5:30 pm

**DEPART INTERNATIONAL BOUNDARY AND WATER COMMISSION**

10- minute drive to dinner location

5:30 – 7:00 pm

**GROUP DINNER WITH JOURNALISTS**

Address: Ardivino's Desert Crossing  
1 Ardivinos Drive, Sunland Park, NM 88063  
Phone: (575)-589-0653

Presenters: **Robert Moore**  
**Angela Kocherga**  
**Lauren Villagran**

**Topics of Discussion:**

- Press coverage in Mexico
- Mexican journalists stories in covering the El Paso-Juarez border
- Differences between US press and Mexican press

**1 HOUR AND 30 MINUTES FOR DINNER DISCUSSION.**

7:00 pm

**END PROGRAMMING*****OVERNIGHT: HOTEL INDIGO, EL PASO DOWNTOWN*****SATURDAY, FEBRUARY 22****PARTICIPANTS TRAVEL TO WASHINGTON, DC***Attire: Travel Attire*

9:00 – 10:15 am

**BREAKFAST BRIEFING AT HOTEL INDIGO**

Address: Station Conference Room  
Hotel Indigo, El Paso Downtown



About: This breakfast will include a lecture to learn about “Border Turner”, a large-scale art installation designed to interconnect the cities of El Paso, Texas, and Ciudad Juárez, Chihuahua.

Presenters: **Mario Porras**, El Paso Community Foundation on Binational Community Development and the Border Turner Art Project Museum

**Topics of Discussion:**

- US-Mexico cooperation through art
- Border community development
- Philanthropy in the border region

**1 HOUR AND 15 MINUTES FOR BREAKFAST DISCUSSION.**

10:15 am	<b>CHECK OUT FROM THE HOTEL AND DEPART FOR THE AIRPORT</b>
1:10 pm	<b>FLIGHT DEPARTS EL PASO INTERNATIONAL AIRPORT (ELP)</b> <b>UA 4534</b> Flight time: 3h 0m
5:10 pm	<b>FLIGHT ARRIVES CHICAGO O’HARE INTERNATIONAL AIRPORT (ORD)</b> Time change from departure airport: +1 hour
6:00pm	<b>FLIGHT DEPARTS CHICAGO O’HARE INTERNATIONAL AIRPORT (ORD)</b> <b>UA 624</b> Flight time: 2h 2m
9:02pm	<b>FLIGHT ARRIVES RONALD REAGAN INTERNATIONAL AIRPORT (DCA)</b> Time change from departure airport: +1 hour



# Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:

**Post-Travel Filing Instructions:** Complete this form within **30 days** of returning from travel. Submit all forms to the **Office of Public Records in 232 Hart Building**.

In compliance with Rule 35.2(a) and (c), I make the following disclosures with respect to travel expenses that have been or will be reimbursed/paid for me. I also certify that I have attached:

- ☐ The **original** *Employee Pre-Travel Authorization* (Form RE-1), **AND**  
☐ A **copy** of the *Private Sponsor Travel Certification Form* with all attachments (itinerary, invitee list, etc.)

Private Sponsor(s) (list all): Woodrow Wilson International Center for Scholars

Travel date(s): 17 Feb 2020 - 22 Feb 2020

Name of accompanying family member (if any): N/A

Relationship to Traveler: ☐ Spouse ☐ Child

IF THE COST OF LODGING **DID NOT INCREASE** DUE TO THE ACCOMPANYING SPOUSE OR DEPENDENT CHILD, ONLY INCLUDE LODGING COSTS IN EMPLOYEE EXPENSES. (Attach additional pages if necessary.)

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<input type="checkbox"/> Good Faith Estimate <input type="checkbox"/> Actual Amount	N/A	N/A	N/A	N/A

Provide a description of all meetings and events attended. *See Senate Rule 35.2(c)(6).* (Attach additional pages if necessary.): See attached itinerary.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Printed name of traveler)

\_\_\_\_\_  
(Signature of traveler)

## TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the *Employee Pre-Travel Authorization* form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature of Supervising Senator/Officer)



**Expenses for Employee:**

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Actual Amount	<p>\$736.29 per person for round- trip flights</p> <p>\$426 for buses to and from site visits in Mexico City and El Paso</p> <p><b>NOTE:</b></p> <p>This is \$61 more than the good faith estimates we wrote on the pre-ethics forms. We requested a 22-passenger van in Mexico City, but were given a 16-passenger van instead. We had to order a small accompanying van in order to fit all of the participants because the company could not provide a 22-passenger van, and would not negotiate on the price while we were in country. This cost \$61 more per person.</p>	<p><b>Total per participant: \$752</b></p> <p><b>Mexico City: \$186</b> per person</p> <p><b>El Paso: \$97</b> per night</p>	<p><b>Total per participant: \$315.2</b></p> <p><b>Mexico City: \$189</b></p> <p><b>Juarez: \$7</b></p> <p><b>El Paso: \$119.20</b></p>	<p><b>Tickets and Tour to Mexican National History Museum:</b></p> <p>\$12.50 per person</p> <p><b>Room rental fee at National University of Mexico:</b></p> <p>\$19.50 per person</p> <p><b>NOTE:</b></p> <p>At the time pre-ethics were due we were unaware that there was a room rental fee associated with the meeting space.</p>